

Office Memorandum • UNITED STATES GOVERNMENT

TO : Inspector General

DATE: 30 November 1960

FROM :

SUBJECT: Agency Courier System

1. The major portion of this report was completed in March but was set aside, with your approval, awaiting the outcome of a study by the Management Staff. A recent check on that office disclosed that the study is still in progress in conjunction with an over-all Management Survey of the Office of Logistics, and will not be finished for several weeks. The unofficial position of the Management Staff at this stage is to avoid making an issue of multiple courier systems in anticipation that the move to the new building next summer will eliminate some duplication.

2. In my opinion, this does not lessen the security hazard of having a number of independent courier systems involved in daily, weekly, or bi-weekly contacts with outside offices and Government agencies in the Washington area.

3. I believe the decision on the number and size of courier systems that will be authorized to supplement the official Mail and Courier System of the O/Logistics should be made at the earliest practicable date and incorporated into plans now being drafted by the O/Logistics, to adjust routes and time schedules of courier service from the new bldg. site.

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